

4872
Hv

DTR Staff Meeting
10 August 1972
1000-1100

STATINTL

[REDACTED]

Mr. Cunningham

Senior Seminar awaiting the outcome of a meeting of Mr. Coffey with Mr. Colby; much of OTR's concerns about the Seminar are contained in Mr. Cunningham's draft memo to Mr. Coffey; may turn out that we may have no running in the fall and will concentrate on a good presentation of the program for spring.

STATINTL

Board of Visitors: [REDACTED] has done yet another version of the regulation for the DTR's comment. Draft given to Marcella. Question is asked why the establishment of the Board has to be in the form of a regulation. Mr. Cunningham will ask about this in a conversation with

STATINTL

STATINTL

[REDACTED]

[REDACTED]

Announced that an audit of the Office of Training is beginning today and the B&F office will be involved to the largest degree in OTR.

STATINTL

STATINTL

[REDACTED]

[REDACTED]

EYES ONLY

STATINTL

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EYES ONLY

[REDACTED]

will return to duty next Wednesday.

STATINTL

[REDACTED]

Cited his problem getting CTs to choose directorates; has about four who are finding difficulty in deciding between the DDI and the CS--after recently completing interim assignments. ACTION - Mr. Cunningham would like a paper outlining the problem.

Two luncheons of CTs with the DCI already scheduled: 14 and 22 August. Eventually there will be four such luncheons for each class thus cutting down on the size of the groups.

STATINTL

Members of the CTP and instructors who handle the IWA course held a post-course meeting; profitable session in terms of feedback.

[REDACTED]

STATINTL

Hosted three NSA visitors who were interested in learning something about the Agency's language incentives program and language testing. [REDACTED] will spend next week at NSA observing the operations, with the prospect of learning a little more about what guidance we can give.

STATINTL

[REDACTED]

STATINTL

The matter of internal training for CS officers may be in the offing (NE Division, it is understood, conducted a program of its own recently.) and OS/TR may need to assign one of its officers as coordinator for these programs

[REDACTED]

Request to train two of the military from Ft. Huachuca; first response indicated that OTR could not fit this into its schedule; second request suggests anytime that is convenient for OTR. No definite date; the officers will come to Washington.

EYES ONLY

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EYES ONLY

STATINTL Has responded to a memo from a CS officer's suggestion that [REDACTED] is the only denied area target not discussed in OTR's courses, specifically in BOC and AOC.

[REDACTED] scheduled to go to the Office of Security on Monday; we have had three applicants for her job.

Received shipment of furniture to replace metal tables in classroom.

STATINTL [REDACTED] Reminded the school chiefs each is to be producing "black book" syllabi of their schools. Priority attention requested.

Mr. Colby is scheduling another luncheon meeting with four STers as his guest; suggestion will be made that he may want to come here to CofC and meet with the four STers in the Senior Seminar area.

STATINTL Called attention to the proposal of the DD/S to establish a program centered around young people from the Agency visiting campuses. (The proposal stems from Mr. Cunningham's going to Princeton to talk about CIA to a group of Woodrow Wilson fellows.)

[REDACTED] has suggested that OTR designate someone to serve on the CSC's Training Development Committee.

EYES ONLY

MINUTES
DD/S STAFF MEETING
8 August 1972

25X1A



2. Health Education Program -

25X1A

a. Mr. Coffey noted that the new expanded Health Education Program has been recommended by the Director of Medical Services. It has been encouraged by the Director, who has continuing interest in conserving Agency manpower.

25X1A

b. [REDACTED] explained that, in the past, OMS has tried to educate people on an individual basis about ways to better their health. The new Health Education Program will be expanded to reach larger groups of Agency employees. For example, OMS is engaged in a pilot smoking clinic at the Chamber of Commerce building.

c. OMS plans to publish a quarterly newsletter for all employees. The draft of the first newsletter covers topics like:

- (1) obesity and its relationship to heart disease;
- (2) effects of "jet lag" that affects people traveling long distances by plane;
- (3) alcohol and its harmful effects on cardiac patients;
- (4) effects of smoking (by others) on non-smokers;
- (5) marijuana's effects on sleeping.

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CLASSIFIED BY: [REDACTED]
DATE: [REDACTED]
BY: [REDACTED]
REASON: [REDACTED]
REVIEWED BY: [REDACTED]
DATE: [REDACTED]
BY: [REDACTED]
REASON: [REDACTED]

d. OMS plans to use as many teaching techniques as possible (e.g., panels, groups, seminars, audio-visual techniques).

25X1A

3. Briefing of DIA Deputy for Support -- Mr. Coffey.

25X1A

Mr. Coffey met with [REDACTED] the new DIA Deputy for Support. [REDACTED] does not have an intelligence community background. His past experience has been with the Military Airlift Command, U. S. A. F. [REDACTED] mentioned some of the problems facing DIA:

- a. recent civilian RIF;
- b. space problems;
- c. water leaks at [REDACTED] and the effects of such leaks on computer facilities;
- d. security problems;
- e. "poor" internal communications.

25X1A

25X1A

Mr. Coffey said, "(I) expect to hear more from him." Mr. Coffey noted that the Deputy for Support at DIA is responsible for central ADP services to DIA. Compounding the problems for [REDACTED] is the complete turnover in senior people at DIA.

25X1A

Mr. Coffey closed his comments saying, "I may be asking you (Office Heads) to meet with him [REDACTED] or your counterparts at DIA (to help them out)."

4. Mr. Coffey, in correcting a comment of his at last week's Staff Meeting, noted that two women had been promoted to GS-15 or above in the Support Directorate before [REDACTED] of OTR.

25X1A

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25X1A

25X1A

5. Around the Table

[REDACTED] noted that OC's number of summer rotational employees reached 27 for the current week.

25X1A

Mr. Cunningham said that Matt Baird will be in a hospital in Philadelphia soon. Mr. Cunningham said that, "He (Mr. Baird) is in poor shape."

25X1A

[REDACTED] The Defensive Driving Course will be given to twelve Agency-assigned drivers on a Saturday later in August. The DD/I reports that there are already 196 applicants for Information Science Training from the Intelligence Directorate for FY 1974. OER, in particular, has a declining number of employees participating in Agency-sponsored, part-time academic training in the Metro area.

25X1A

[REDACTED] noted that GSA's Mr. Perryman will be looking into the roof problem at the Central Depot. The new gym equipment has been installed. The North Road should be repaired by tomorrow.

Mr. Cunningham handed out the new OTR Catalog of Courses being sent to the field.

cc: Each attendee